

Sanitary Contract No. 800
Citizens Advisory Committee
Meeting No. 1 Minutes

Citizens' Advisory committee Meeting No. 1 was held on October 25, 2005.
The following people were in attendance.

| Name | Organization | Contact No. |
|-------------------------|--------------------------|--|
| Allen Hicks | HCC | |
| Pamela Wilson | Peabody Heights | 410 235-1757 |
| Joan Floyd | RNA | 410 662-9104 |
| Christian Wilson | Peabody Heights | 410 235-1757 |
| Matt Kinkelaar | Village Properties | 443 668-0902 |
| John Maynes | WRA | 410 235-3450 |
| Michael Darby | | 410 685-5804 |
| Wesley Tobart | CUCBD (for Janet Levihe) | 410 235-4411 |
| Tonya Simmons | DPW/Water | 410 396-3501 |
| Diane Brunett | CVCA | dbrunett@yahoo.com |
| Beth Bullamore | CVCA | 410 366-8245 |
| Pat Morales | | 410 235-1187 |
| Dever Clemont | Hampden | 410 407-9675 |
| Allen Tetts | | 410 889-6190 |
| Dave & Stacey Blersch | HCC | 410 467-4606 |
| Terry Booker | Housing Code Enforcement | 410 396-4170 |
| Matt Kirby | HCC | 410 366-8544 |
| Anthony Brandford | BCHD | 410 545-1919 |
| Douglas & Joann Corbett | HCC | 410 243-2627 |
| Belinda K. Conaway | City Hall | 410 396-4810 |
| Kelly Pfeifer | Commelan Center | 410 366-0922 |
| Milton Branson | | |
| Rosalie Heller | HCC | 410 662-9017 |
| Neal Dickert | | 410 243-7070 |
| Joe Aquilina | | 410 235-0447 |
| Kim Strickler | | 410 245-3270 |
| Sam Edoror | DPW AWMB | 410 396-2428 |
| John Spurrier | CVCA | 410 243-1827 |
| Ena Belford | | 410 235-0580 |
| Tiffany James | Mayor's Office | 443-9841082 |
| Mary Pat Clarke | City Council | |
| Charles Baker | CUCA | 410 467-9919 |
| Melissa Sharlot | HCC | 410 366-1864 |
| Russ Peltan | RNA | 410 366-1864 |
| Luther Spruill | RNA | 410 235-0484 |
| John Manzollillo | VLP | 410 409-3040 |

Items of discussion were as follow:

Item 1 – Purpose of C.A.C. – The purpose of the Citizens Advisory Committee is to provide a direct link for the Citizens in an area undergoing construction with the City project team managing the project. We ask that the CAC members assist us in bringing neighborhood concerns to the City's attention and forward project information to the residents through the various community associations.

On our part, the City will do its best to promptly respond to citizen concerns and to provide accurate, timely information regarding upcoming/ongoing construction activities.

Item 2- Project Notification – Award of the project is expected within the next 30 days. At that time informational fliers describing the project will be mass mailed to all residents within the project's boundaries. Two weeks prior to work beginning in a certain area fliers will be mailed to that area. These fliers will be more specific in regards to what people can expect to happen on their particular street while construction is ongoing.

Item 3 – Effect on Driving/Parking – There will be cases where parking will be prohibited and/or traffic will be detoured while work is ongoing. It is estimated that the contractor will be installing sewer main in a particular block for 2 to 3 weeks. If unforeseen conditions are encountered the time window could be longer. Permanent site restoration will take place after every 1000 feet of sewer main installation.

During periods when ambient and surface temperatures prohibit the placing of asphalt and concrete, temporary restoration will take place.

Item 4 – Upcoming Work – The apparent low bidder has been contacted. They do not anticipate placing any sewer main this year or early next year. Some relocation of existing utilities will take place prior to the sewer being placed.

Item 5 – Inspection – A DPW Utility Inspector will be the full time resident inspector on the project. There will be more than 1 inspector assigned to the project. The actual number will be determined by the number of sites being worked at any given time. The name and jobsite trailer phone for the project's resident inspector will be posted on the website. A 24 hour emergency number will also be posted.

Item 6 – Noise – the equipment to be utilized for this work will be similar to that of a city bus. Late night work is prohibited except in emergency situations.

Item 7 – Vibration – Vibration monitoring of construction activities will be ongoing throughout the project.

Item 8 – Trash Pickup – Trash pickup routes will be coordinated with Solid Waste. There will be no interruption to trash pickup.

Item 9 – Safety – Chain link fence will be placed around the jobsite where sewer main is being installed.

Item 10 – Business and Residence Access - Sidewalks will remain open and access to businesses and homes will not be impeded.

Item 11 – Effects on Water Service - Water service will not be interrupted as a direct result of the sewer installation. While existing water mains are being relocated, consumers will be placed on bypass lines. This will result in short shutdown of 30 minutes to an hour. Residents will be notified prior to the shutdown.

Some homes in Baltimore City still have old galvanized services and plumbing. These lines sometimes fail during service transfer work from the main to the bypass line. This usually occurs on water not sewer projects. In the event that something of this nature occurs the City will do what it can to restore service to the home. However, please understand, the City will not perform any work on a homes' internal plumbing.

Item 12 – Pre-Construction Survey – Prior to construction beginning, a pre-construction survey will be done to document the existing conditions of homes, businesses...etc. The survey firm will also survey the interiors of homes and businesses, if allowed to by the owners. The owners will be able to purchase a copy of their home's video if they so desire.

Item 13- claims – Anyone who wishes to file a claim against the City must use the City's claim form. The form will be posted on the website.

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Item 14 – Insurance – Per the contract, the contractor must purchase and maintain commercial General Liability Insurance at limits of not less than one million dollars, (\$1,000,000.00), per occurrence.

Item 15 – Life Expectancy of Sewer – Mr. Wyatt stated that the sewer has a 50 year life expectancy.

Item 16 – Fox and 28th Street – The City will look into the residents' concerns, regarding an underground stream at Fox and 28th Street.

Item 17 Rodents – In response to concerns with this project exacerbating existing rodent problems, various agencies within the City have gotten together and formulated a plan of attack for this project, (see attachment No.1).

Item 18 – Replacement of sidewalks, trees, shrubbery...etc. All such items removed as a result of construction will be replaced in kind. Because of the location of the trench, effects on sidewalks, trees and bushes should be minimal.

Item 19 – Parking – The Mayor’s Office of Neighborhoods and DPW representatives continue to explore alternate parking opportunities. To date, we have been unable to obtain permission to use any of the lots suggested by the residents. We will meet with Transportation to discuss parking in permitted areas and alleys while construction is ongoing.

Item 20 – Odors/Sewer Backups – Since this is new sewer construction, the project will not cause sewer odor problems nor cause sewage backups to existing homes.

Item 21 – Existing Private Utilities – There are no scheduled disruptions to phone, gas, electric, or cable TV called for in this project.

Item 22 – Open Trench Excavation – The vast majority of work on this project will be performed using traditional open trench methods. Almost all the sewer and water mains in the City have been installed using this method. The trench support system will be designed and sealed by a Professional Engineer and installed in accordance with MOSHA regulations. This method is by far the quickest way to install the sewer.

Item 23- Website – A brief demonstration/explanation of the project website was given. The website will be posted on the City’s DPW-Water and Wastewater webpage, shortly after the project is awarded.

If anyone has any questions concerning these minutes, please contact me at 410 396-1663.

MIKE SCHULTZ
CHIEF

CC: All attendees
Mr. George L. Winfield, Director
Mr. Jay Sakai, Bureau Head
Mr. Bob Murrow
Mr. Bruce Williams
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